

Appendix E

HSIP Application Checklist

Highway Safety Program (HSP) Application Checklist

- ☐ HSP Application Form (with signature)
- ☐ Sketch map of the proposed improvement
- ☐ Crash Summary Sheet (from B/C worksheet)
- ☐ Copy of FR300s on the Crash Summary Sheet
- ☐ A detailed breakdown of project cost by PE, R/W and Utilities, and Construction estimate from VDOT's Project Cost Estimation System (PCES) worksheets
- ☐ B/C worksheet based on Crash Summary Sheet and Cost Estimate
- ☐ Additional photos and maps of the area are encouraged
- ☐ Project Status Report Form (submit after authorization to proceed)

In addition to above hard copy documents, please provide:

- ☐ **Electronic submission** to HSIProgram@virginia-dot.org with email subject: "HSP_2007_Physical Jurisdiction_Project## by Applicant"

Attachments:

- HSP.App_2007_Physical Jurisdiction_Project##.doc.
- HSP.BC_2007_Physical Jurisdiction_Project##.xls
- HSP.SR_2007_Physical Jurisdiction_Project##.doc (submit after authorization to proceed)

Bike and Pedestrian Safety Program (BPSP) Application Checklist

- ☐ BPSP Application Form (with signature)
- ☐ Sketch map of the proposed improvement
- ☐ Crash Summary Sheet (from B/C worksheet), if applicable
- ☐ Copy of FR300s on the Crash Summary Sheet, if applicable
- ☐ A detailed breakdown cost by PE, R/W and Utilities, and Construction estimate from VDOT's Project Cost Estimation System (PCES) worksheets
- ☐ Additional photos and maps of the area are encouraged
- ☐ Project Status Report Form (submit after authorization to proceed)

In addition to above hard copy documents, please provide:

- ☐ **Electronic submission** to HSIProgram@virginia-dot.org with email subject: "BPSP_2007_Physical Jurisdiction_Project## by Applicant"

Attachments:

- BPSP.App_2007_Physical Jurisdiction_Project##.doc.
- BPSP.SR_2007_Physical Jurisdiction_Project##.doc (submit after authorization to proceed)

Highway-Rail Grade Crossing Safety Program (H-RGCP) Application Checklist

- ☐ H-RGCP Application Form (with signature)
- ☐ Sketch map showing the scope of work (footprint of the scope of work) as it relates to the actual improvement at the specified location
- ☐ Additional photos and maps of the area are encouraged
- ☐ Project Status Report Form (submit after authorization to proceed)

In addition to above hard copy documents, please provide:

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Electronic submission to HSIProgram@viriniadot.org with email subject:
"H-RGCP_2007_Physical Jurisdiction_Project## by Applicant"

Attachments:

- H-RGCP.App_2007_Physical Jurisdiction_Project##.doc
- H-RGCP.SR_2007_Physical Jurisdiction_Project##.doc (submit after authorization to proceed)